

484.110 Clinical Records

Presented by Yolanda Crosby, RN

• G1012

- –Required items in clinical record:
 - Assessments
 - Interventions
 - Clinical notes
 - Physicians orders
 - Plan of care



- G1014 (documentation in notes)
 - Interventions performed by HHA
 - Patient response



• G1016

- Goals in the patient's plans of care
- Progression toward goals

• G1018

 Contact information for the patient, patient's representative and caregiver

• G1020

Contact information for primary care practitioner



• G1022 *Frequently cited*

Discharge and Transfer Summaries

- Discharge Summary:
 - » Recapitulation of stay
 - » What should a discharge summary include?
 - » Take credit for what you do!!!
 - » Policy
 - » Completed within 5 days of patient's discharge and sent to the physician
- Transfer Summary:
 - Planned or unplanned: 2 business days
 - Same components as a discharge summary



I Have Very Bad HANDWRITING



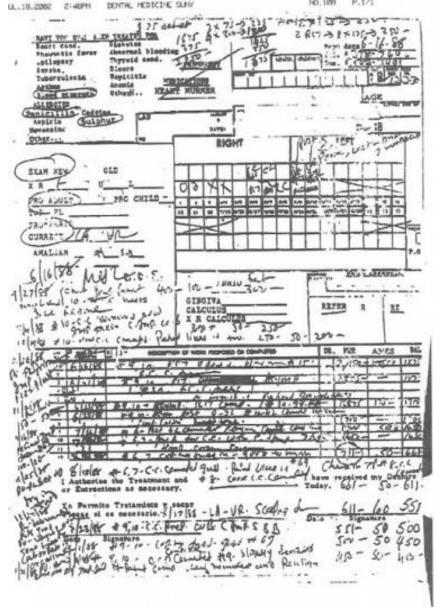
And People Think I'm A DOCTOR





G1024 NewAuthentication

- Legible
- Clear
- Dated
- Signature and title of the author





• G1026

Retention of records

- Retain for 5 years after discharge
- HHA policy if operation discontinued
 - Inform state agency of location of records
 - » Additional Requirement

G1028

- Protection of records
 - Confidential
 - Safeguarded against loss or unauthorized use
 - Periodic staff training on protection of records
 - Policy







- G1030 (New Standard)
 - -Retrieval of records
 - Hard copy or electronic
 - Made available to patient free of charge





484.80 Home Health Aide Services Presented by Yolanda Crosby, RN

Understanding Conditions of Participation for Home Health Aide Service

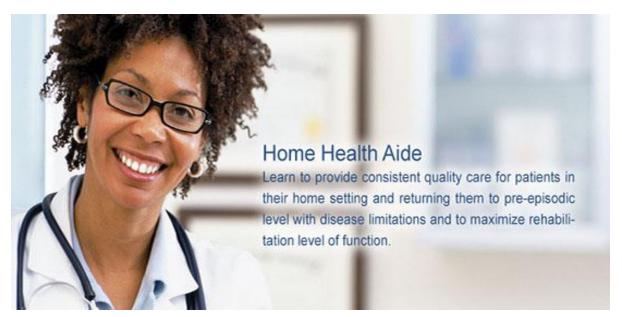
G756 24 Consecutive Months Paid Service

- 24 month lapse in furnishing services for compensation, must complete another program
 - This area was once under personnel qualifications



G762 Minimum Hours of Training

- Minimum of 16 hours of classroom training and 16 hours of supervised practical training, totaling 75 hours
 - No change in the duration of training





G764 Home Health Aide Training Program

Topics

- I. Communication skills, ability to read, write and report clinical information to patients, representatives and HHA staff
 New training content January 13, 2018
- II. Observations, reporting, documentation
- III. Reading and reporting of vital signs (TPR)
- IV. Infection control procedures
- V. Report changes in body functions to supervisor
- VI. Maintenance of a clean, safe and healthy environment
- VII. Recognizing emergencies, knowledge of procedures
- VIII. Physical, developmental needs, ways to work with different populations, need for respect for patient, privacy and property.

• G764 Home Health Aide Program Topics cont.

- IX. Performance of personal hygiene and grooming tasks that include:
 - A. Bed bath
 - B. Sponge tube, **AND** shower bath **Revised**
 - C. Hair shampooing in sink, tub, and bed
 - D. Nail and skin care
 - E. Oral hygiene
 - F. Toileting and elimination
- X. Safe transfers and ambulation
- XI. Normal range of motion and positioning
- XII. Adequate nutrition and fluid intake



• G764 Home Health Aide Program Topics cont.

- XIII. Recognizing and reporting changes in skin condition, including pressure ulcers. *New training content January 13, 2018*
- XIV. Any other task the HHA may choose to have an aide perform as permitted under state law.
- XV. The HHA is responsible for training home health aides for any skills not covered.



G768 Competency Evaluation

- The competency evaluation must address each of the following subject areas:
 - Communication, reading, writing, reporting of information
 - Reading and recording of vital signs (TPR)
 - Safe performance of the following task:
 - A. Bed bath
 - B. Sponge, tub, AND shower bath
 - C. Hair shampooing in sink, tub, and bed
 - D. Nail and skin care



G768 Competency Evaluation (Cont..)

- E. Oral hygiene
- F. Toileting and elimination
- Safe transfer techniques and ambulation
- Normal range of motion and positioning



G768 Competency Evaluation (Cont..)

- —An individual may furnish home health services on behalf of an HHA only after successfully completing a competency evaluation described in this section.
- Completion of written test and practicum to confirm knowledge and skill.



Home Health Aide Skills Checklist

Home Health Aide:	
Home Health Aid Self Rating	Competency Assessment Method
A = I can perform well	D = Direct Observation and/or Demonstration
B = I need to review	O = Oral Question and Answer
C = I have no experience	(Circle the appropriate method below)

			Supervisor Evaluation	
Skills	Self Rating	Supervisor Assessment Method	Competency	Supervisor Initials & Date
Communication	A, B, or C	D or O	☐Met ☐Not Met	
Observation, reporting and documentation of patient status and the care of services provided	A, B, or C	D or O	□Met □Not Met	
Reading and recording temperature, pulse and respiration	A, B, or C	D or O	□Met □Not Met	
Universal Precautions	A, B, or C	D or O	☐Met ☐Not Met	
Basic elements of body functions and changes in condition that must be reported	A, B, or C	D or O	□Met □Not Met	
Maintaining a clean, safe and health environment	A, B, or C	D or O	☐Met ☐Not Met	
Ability to recognize emergency situations	A, B, or C	D or O	■Met ■Not Met	
Ability to recognize physical and emotional needs and work with the client and respect the pt's				
privacy and property	A, B, or C	D or O	☐Met ☐Not Met	
Appropriate and safe techniques in personal hygiene and grooming:				
Bed Bath	A, B, or C	D or O	■Met ■Not Met	
Sponge Bath	A, B, or C	D or O	■Met ■Not Met	
Shampoo (sink, tub or bed)	A, B, or C	D or O	■Met ■Not Met	
Nail Care	A, B, or C	D or O	□Met □Not Met	
Skin Care	A, B, or C	D or O	■Met ■Not Met	
Oral Hygiene	A, B, or C	D or O	■Met ■Not Met	
Toileting and elimination	A, B, or C	D or O	■Met ■Not Met	
Safe transfer techniques	A, B, or C	D or O	☐Met ☐Not Met	
Safe Ambulation	A, B, or C	D or O	☐Met ☐Not Met	
Normal positioning with proper body alignment	A, B, or C	D or O	☐Met ☐Not Met	
Ability to recognize adequate nutrition and intake	A, B, or C	D or O	■Met ■Not Met	
Other:	A, B, or C	D or O	☐Met ☐Not Met	

Home Health Aide Signature			/Date
	,	,	
Supervisor's Signature		/	Initials//Date

G770 Unsatisfactory Competency <u>Evaluation</u>

- Home Health Aide is not considered competent in tasks he/she is evaluated as unsatisfactory and may not perform that task
- Must receive training and be observed by a Registered Nurse





• **G774** 12 hours in-service training every 12 months

G776 Inservice training supervised by an RN

- G778 Maintain clear documentation of Inservice Training
 - Document number of hours credited
 - Topics covered



G788 Org. had partial/extended survey New

G798 Home Health Aide Assignment

Frequently cited

- Developed by RN or Therapist
- Safety precautions/functional limitations/Activities
- DME
- Guidance/direction for care of the patient



- G800 Services provided by Home Health Aide (Follow the plan of care!)
 - Ordered by the Physician
 - Included in the plan of care
 - Permitted under state law
 - Consistent with training
- G802 Duties of Home Health Aide within scope of practice



G804 Members of interdisciplinary team

*New

- Report significant changes to RN or other skilled professional
- G808 Onsite supervisory visit every 14 days
- G812 Direct observation every 12 months (by RN or skilled professional)
 - *New



- G814 Non-skilled direct observation every 60 days
 - Only receiving Therapy Services
 - RN must make an on-site visit to observe and assess the Aide
- G820 Home Health Aide services under arrangement/contract



 G828 <u>Medicaid</u> personal care aide- only services under Medicaid personal care benefit (Revised)

 The individual only needs to demonstrate competency in services required to furnish

 Must meet all qualification standards established by the state



THANK YOU!!!!!

